

LABOR RELATIONS COMMITTEE

MINUTES

The Labor Relations Committee met on Monday, December 9, 2019 at 6:15 p.m. in Conference Room No. 1 at the Willmar City Office Building.

Present:	Shawn Mueske	Chair
	Fernando Alvarado	Vice Chair
	Vicki Davis	Council Member
	Kathy Schwantes	Council Member

Others present: Human Resource Director Samantha Beckman and City Administrator Brian Gramentz.

Item No. 1 Call to Order

The meeting was called to order by Council Member Mueske at 6:15 p.m.

Item No. 2 Public Comment

There were no public comments.

Item No. 3 Deputy Fire Chief Hiring Approval (Motion)

Staff requested permission to begin advertising for the Deputy Fire Chief position now that the job description and 2020 budget have been approved. A motion was made by Council Member Schwantes, seconded by Council Member Davis and passed to begin the hiring process for the Deputy Fire Chief position.

Item No. 4 Firefighter Retirement Increase Request (Motion)

Staff presented a Cost Analysis report prepared by PERA demonstrating different benefit level amounts we could offer in retirement benefits to our firefighters. After discussion a motion was made by Council Member Schwantes, seconded by Council Member Alvarado to increase the funding level to \$4,800 per year of good service at 110% funded. That motion failed. After further discussion a motion was made by Council Member Alvarado, seconded by Council Member Davis and passed to increase the funding level to \$5,000 per year of good service at 106% funded.

Item No. 5 Employee Personnel Policy – Miscellaneous (Motion)

Staff presented the remaining policies from the original employee personnel policy that the League did not have a reference to in their sample handbook. Language related to what gifts may be accepted by employees was added. A motion was made by Council Member Schwantes, seconded by Council Member Alvarado and passed to adopt the updated miscellaneous policies and to discontinue sections 2.15; 3.5.5; 3.8; 5.4.2; 5.5.2; and 6.2 from the existing personnel policy.

Item No. 6 2020 Part-time Employee Pay Schedule (Motion)

Staff presented an updated 2020 Part-time Employee Pay Scale that accounts for the Minnesota minimum wage increase to \$10.00 per hour beginning January 1st, 2020. Two scales were added (one for Intern/Laser fiche Assistant and one for Coaches) and the Arena Staff title was included in the Parks & Rec Staff scale. A motion was made by Council Member Schwantes, seconded by Council Member Davis and passed to adopt the updated 2020 Part-time Employee Pay Schedule pending a reasonable rationale for the change to the Officials pay scale.

Item No. 7 2020 City-Wide Pay Schedule (Motions-2)

Staff presented an updated 2020 City Pay Schedule that was developed by Springsted, our Labor Attorney, and HR for the City to consider adopting. Best practice is to adopt an updated version annually and the City hasn't adopted one since 2010. In 2016 a partial pay scale was adopted to include the non-union and Supervisory employees, however it did not implement the open/unused pay scales, contained skewed point ranges, and used inconsistent grading numbers. By implementing this new pay schedule we will have a cohesive, City-wide pay schedule that can apply to all employees and has consistent ranges and increases between grades. There is no change in current employee's pay as a result of adopting this pay schedule as union employees will continue to be paid according to their contracts, and non-union employees' pay falls within the proposed ranges. The long-term goal is to bring all union contracts into alignment with our adopted pay scale through negotiations but has no effect on existing contracts. A motion was made by Council Member Schwantes, seconded by Council Member Davis and passed to adopt the updated 2020 Base Pay Schedule. There was also discussion regarding how the 10% increase due to health insurance changes for the non-union and Supervisors will be paid for those employees at or near their pay scale maximum. Allowing employees to exceed the newly adopted pay ranges will make sure employees can receive the full 10% increase now but then their wages will be frozen until the scale catches up to their wage. A motion was made by Council Member Schwantes, seconded by Council Member Davis and passed to allow those employees to exceed their pay scale maximums in order to receive the full 10% increase.

Item No. 8 Labor Negotiations Strategy Under Minn. Stat. § 13D.03 subd. 1(b) (Information)

A motion was made by Council Member Schwantes, seconded by Council Member Alvarado and passed to go into closed session pursuant to Minn. Stat. 13.D.03 subdivision 1(b) to discuss Labor Negotiations Strategy. The meeting was closed at 8:13 p.m. The meeting was reopened at 8:27 p.m. by Council Member Mueske. The committee stated they were supportive of the proposal but they want the full Council to discuss and review on the 16th.

Item No. 5 Miscellaneous (Information)

There will be no Labor Committee Meeting on December 23rd unless a time sensitive issue arises.

There being no further business to come before the Committee, the meeting was adjourned at 8:31 p.m. by Council Member Mueske.

Respectfully submitted,

Samantha Beckman
Human Resources Director